

**Minutes of the Special and Regular Meeting Of March 22, 2005**  
**Twin Pines Senior and Community Center, 1223 Ralston Avenue**

**SPECIAL MEETINGS**

**CLOSED SESSION - 6:50 P.M.**

A. Conference with Labor Negotiator, Dan Rich, pursuant to Government Code Section No. 54957.6: 1) MMCEA, 2) AFSCME, 3) BPOA.  
Attended by Councilmembers Feierbach, Bauer, Mathewson, Metropulos, Warden, Interim City Manager Rich, Interim City Attorney Zafferano, Human Resources Director Dolan, Larry Abelin (Negotiator). City Clerk Cook was excused from attending.

**ADJOURNMENT** at this time, being 7:25 P.M.

**Terri Cook**  
**Belmont City Clerk**

Meeting not tape recorded or videotaped.

**REGULAR MEETING –**  
**CALL TO ORDER 7:30 P.M.**

**ROLL CALL**

COUNCILMEMBERS PRESENT: Warden, Feierbach, Bauer, Mathewson, Metropulos

COUNCILMEMBERS ABSENT: None

Staff Present: Interim City Manager Rich, Deputy City Attorney Zafferano, Public Works Director Davis, Community Development Director Ewing, City Clerk Cook.

**PLEDGE OF ALLEGIANCE**

Led by Brownie Troop 2063, Belmont Oaks Academy, Suzanne Roche, Troop Leader.

**REPORT FROM CLOSED SESSION**

Mayor Warden stated that direction was given but no action taken on during the Closed Sessions earlier in the evening, and on March 1, 11, and 15, 2005.

**SPECIAL PRESENTATIONS**

**Proclamation Honoring Carlmont High School Girls Soccer Team for CCS Division I Championship**

Mayor Warden presented the Girls Soccer Team with a proclamation, congratulating them on winning their division.

**Jim Kelly**, Carlmont Soccer Coach, stated this was a big honor for a great season. He noted the team also ranked number one overall in the Central Coast Section.

**Proclamation Honoring Carlmont High School Girls Basketball Team for CCS Division I Championship**

Councilmember Metropulos presented the Girls Basketball Team with a proclamation of congratulations, and noted that this was the first ever division championship for basketball.

**Dave Low**, Carlmont Basketball Coach, stated that the team came into the playoffs in ninth place, and he encouraged them to believe in themselves, which helped in their victory.

Councilmember Metropulos noted that Carlmont High School Principal Andrea Jenoff, who was present in the audience, would be inducted into the San Mateo County Women's Hall of Fame at a ceremony later in the week.

**RECESS: 7:45 P.M.**

**RECONVENE: 7:50 P.M.**

### **PUBLIC COMMENTS AND ANNOUNCEMENTS**

**Yasmine Kury**, Notre Dame de Namur (NDNU) Student Body President, invited Councilmembers and the public to a Memorial Mass on April 2, 2005 at the NDNU Chapel to honor Sr. Dorothy Stang, SND, who was killed by rebels in Brazil.

**Carol Hatfield**, Friends of the Belmont Library (FOBL), announced that National Library Week was April 4-17, 2005. She described two upcoming events sponsored by FOBL: 1) Wizard Training School on Sunday, April 3, and 2) Author Night on May 1, both at the Senior and Community Center.

### **COUNCIL MEMBER COMMENTS AND ANNOUNCEMENTS**

Councilmember Bauer stated that Notre Dame High School Girl's Soccer Team won their division title, and that the Cheerleading Squad placed second in the national championship.

Councilmember Mathewson stated that nominations were open to students from Notre Dame de Namur University for the Community Service/Leadership Awards. He noted the concept of this award came from the City/NDNU Advisory Board.

Councilmember Metropulos announced that the Ralston Band would be giving a fundraising concert for their upcoming trip to Namur, Belgium, on March 23 at the Notre Dame Theater. He also announced a compost giveaway program at City Hall on Saturday, April 2.

Mayor Warden announced that the City would hold a workshop on March 24 for the development of a future noise ordinance.

### **AGENDA AMENDMENTS**

**ACTION:** On a motion by Councilmember Mathewson, seconded by Councilmember Metropulos, and unanimously approved by a show of hands to add as an urgency item on tonight's Consent Agenda as Resolution regarding the pending purchase of the vacant lot on Semeria Avenue (APN 044-142-180). In his motion, Councilmember Mathewson noted that escrow is scheduled to close prior to the next Council meeting, and this item came to Council's attention following the posting of the agenda.

Councilmember Bauer requested the removal of Item **4-E** (Ordinance Amending Sections 2.16, 8.1.4, and 8.3.1(e) of the City of Belmont Zoning Code, amending the definition of a "bedroom"

and threshold for requiring a parking upgrade) and Item **4-G** (Resolution Denying a Permanent Encroachment Agreement for Constructing a Fence within the Public Right-of-Way at 1117 North Road) for separate consideration, as he is opposed to both items.

### **CONSENT CALENDAR**

**Approval of** Minutes of Regular Meeting of February 22, 2005, Special meeting of March 1, 2005.

**Motion to** Waive Reading of Ordinances.

**Approval of** Resolution 9641 Approving Plans and Specifications, Authorizing Advertisement for Sealed Bids, Approving Award of Contract to the Lowest Responsible Bidder for an Amount not to Exceed \$340,230.00, and Authorizing the City Manager to Execute a Contract for Sanitary Sewer Rehabilitation, Lyall Way 12" Sewer Line, City Contract Number 465

**Approval of** Resolution 9642 Approving Reappointment of Finance Commissioners (Trojan, Sepah-Mansour)

**Acceptance of** Police Department/City Hall Project - March Monthly Update

**Approval of** Resolution 9643 Authorizing an Amendment to the Agreement with the County of San Mateo for the Provision of Animal Control Services, extending it through June 30, 2008 and reflecting a reduction in overall costs.

**Approval of** Resolution 9644 Authorizing the Purchase of Real Property known as APN 044-142-180 (Semeria Avenue).

**ACTION:** On a motion by Councilmember Mathewson, seconded by Councilmember Metropulos, the Consent Agenda, as amended, was unanimously approved by a show of hands. Mayor Warden noted for the record his abstention on Resolution 9644.

**Ordinance Amending Sections 2.16, 8.1.4, and 8.3.1(e) of the City of Belmont Zoning Code, amending the definition of a "bedroom" and threshold for requiring a parking upgrade (to conform with the standard of two garage spaces and two additional spaces) for single-family residential projects (second reading and adoption).**

**ACTION:** On a motion by Councilmember Mathewson, seconded by Councilmember Feierbach, Ordinance 1006 Amending Sections 2.16, 8.1.4, and 8.3.1(e) of the City of Belmont Zoning Code, amending the definition of a "bedroom" and threshold for requiring a parking upgrade (to conform with the standard of two garage spaces and two additional spaces) for single-family residential projects was approved by a show of hands (4-1, Bauer opposed).

**Resolution Denying a Permanent Encroachment Agreement for Constructing a Fence within the Public Right-of-Way at 1117 North Road - APN 044-142-010.**

**ACTION:** On a motion by Councilmember Mathewson, seconded by Councilmember Feierbach, Resolution 9645 Denying a Permanent Encroachment Agreement for Constructing a Fence within the Public Right-of-Way at 1117 North Road - APN 044-142-010 was approved by a show of hands (3-2, Bauer/Metropulos no).

### **OLD BUSINESS**

**Biannual Review of Council Priority Calendar - Step One: Reviewing and Ranking Projects (continued from March 8, 2005)**

Interim City Manager Rich stated that 90 percent of the items on the most recent six-month Priority Calendar had been completed, with 77 percent completed on the date scheduled. He noted that there were a total of 20 projects to rank, and he outlined the four projects that staff recommended be placed “below the line”. He noted that the Grand Boulevard/El Camino Real project be ranked, since grant money was available for this. He reviewed the process for ranking, and noted the focus should be on the most important issues.

In response to Council questions, Interim City Manager Rich clarified that a motion can be made to place an item “below the line”. If there is no consensus, Council should rank that item the lowest number. He also clarified that the Davey Glen Park project is in the capital budget, but the other park projects are not.

**Denny Lawhern**, Belmont Historical Society, stated that Historic Preservation was on the Priority List in 2002, then it was moved below the list, then off the list. He noted that some actions could be taken to maintain historic preservations, some requiring few resources. He recommended eliminating administrative approvals on buildings on the historic registry and that there be a mechanism in place for reviewing the historic element of the General Plan every five years. He stated that the Historic Society had forwarded a letter to the Planning Commission regarding this issue, which was not forwarded to the Council, as was assumed.

Council discussion ensued. Council concurred on the following: combine the two sign issues into one project; revisions to the Downtown Specific Plan should wait until the new Economic Development Director is hired; place the Davey Glen Park, Zoning Ordinance Definitions, Building Height, Creek Restoration, and General Plan Update projects below the line.

Councilmember Bauer stated that Barrett Community Center project has been on the list for several years. He noted that youngsters are spending their money in other communities that could be spent in Belmont.

Councilmember Metropulos stated that he supports this project, but there is no money. It would be a lesson in futility.

Mayor Warden stated there is a need to manage expectations. Barrett is an under-utilized facility, and this should be kept on the list for the future.

Council concurred to place this item below the line.

Councilmember Mathewson stated that the Grand Boulevard project was important.

Councilmember Feierbach concurred, and also recommended the consideration of the Administrative Hearing process.

Councilmember Bauer recommended consideration of Commercial Properties Recognition Program. He noted that this could attract other businesses to Belmont.

Mayor Warden recommended consideration of Administrative Hearing process and Solar Access Ordinance projects.

Interim City Manager Rich requested that Council fill out the ranking sheets at this time, and the results of the tally would be reported following other items on the agenda.

**RECESS: 8:25 P.M.**

**RECONVENE: 8:35 P.M.**

**NEW BUSINESS (Item taken out of order)**

**Belmont Library/Belameda Park Project - March Monthly Update**

Finance Director Fil stated this was the first monthly report on the progress of the Library project. He noted that it is on budget and on schedule, and that the foundation work had begun. He reviewed the next steps, and key milestones. He stated that future reports would appear under the Consent Agenda.

**OLD BUSINESS (cont.)**

**Report on FY 2004 Performance Budget Results and Recommended Reforms**

Interim City Manager Rich stated that the Service Delivery Initiative (SDI) was adopted in 2001. He outlined the key objectives, and clarified that this initiative provides for a way to measure why, how, and how well. He noted that Facilities, Finance and Police departments were implemented in 2003, the other departments in 2004. He clarified that SDI is a tool not meant to cover routine work. He stated the startup time was a challenge, but this time is now meant for fine-tuning the program.

Interim City Manager Rich reviewed the recommended changes, which result in a reduction of 207 measures to 93. He noted the changes were meant to simplify the process. He stated the department heads provided valuable input for these recommended changes.

Council discussion ensued. Interim City Manager Rich clarified that some tasks will still be measured, but will not be formally tracked using this methodology. He noted that the surveys are not scientific, but provide a gauge, and in some cases, staff will still seek input. He pointed out that there has been a good return on the internal customer service surveys.

In response to Councilmember Feierbach, Interim City Manager Rich clarified that during low budget years, results of these measures may help determine tradeoffs, and that some lower standards may be acceptable. He noted that results are a management tool, and if results indicate a reduction in service from a previous year, staff can analyze to determine why, and work to correct the problem.

Discussion ensued regarding specific measures and outcomes.

In response to Councilmember Mathewson, Interim City Manager Rich explained that the City has the ultimate responsibility for animal control, even though it is a County program. Finance Director Fil explained the holistic approach to the deposit and dispersal process. He clarified that deposits are made daily. Public Works Director Davis stated that Belmont's pavement condition index of 65 percent is slightly below the County average of 68 percent.

Interim City Manager Rich stated that components of this program could be changed at budget time, including the addition of new services, if desired.

Council concurred with the changes to the Performance Measures, as presented.

**Biannual Review of Council Priority Calendar - Step One: Reviewing and Ranking Projects (continued from earlier in evening)**

Interim City Manager Rich reviewed the results of the Council ranking, as follows (table represents Community Development Projects only):

<b>Project</b>	<b>Rank</b>
Administrative Hearing Process for Code Enforcement	1
Planning CalTrain Station/Grand Boulevard	2
Residential Design Guidelines	3
Tree Ordinance	4
Historic Preservation	5
Solar Access Ordinance	6
Sign Ordinance/Real Estate Signs	7
Recognition Program for Commercial Properties	8
Commercial Zoning – Uses	9
Parking Lot Screening	10

Interim City Manager Rich noted that the following projects were designated “below the line”: Zoning Ordinance Definitions, Downtown Specific Plan Revision, Redefine Building Height, General Plan Update, Old Emmett House Site (all Community Development), Creek Restoration (Public Works), and Barrett Community Center and Davey Glen Park (Parks and Recreation).

Interim City Manager Rich noted that the Parks Open Space Master Plan project, a new project for the Parks and Recreation Department was ranked, while the other two projects will remain “below the line”. He clarified that this project have resource implications that will need to be addressed.

Interim City Manager Rich stated that the Priority Calendar would be developed based on these results for approval at the next meeting.

**Update on Status of Negotiations with Comcast, and consideration of a Resolution Granting Comcast of California IX, Inc. a Franchise Agreement Extension to June 30, 2005**

Information Services Manager Harnish stated that the current extension expires on March 31, 2005. She noted that negotiations are ongoing, and that additional time is needed. She added that seven other cities in the consortium have extended their Agreements to June 30, 2005.

**ACTION:** On a motion by Councilmember Bauer, seconded by Councilmember Feierbach, Resolution 9646 Granting Comcast of California IX, Inc. a Franchise Agreement Extension to June 30, 2005 was unanimously approved by a show of hands.

**MATTERS OF COUNCIL INTEREST/CLARIFICATION**

**Reconsideration of No Parking Restrictions on Certain Areas of Belmont Canyon Road (Feierbach)**

Councilmember Feierbach stated that she was unaware that some of the sections of Belmont Canyon Road previously approved restricted parking only on one side of the street. She would like the Traffic Safety Committee (TSC) to re-review the issue to consider a parking prohibition on both sides of the street.

Council concurred to have the TSC re-review this item. Public Works Director Davis stated that notices would be sent to the neighbors.

**ADJOURNMENT** at this time being 9:20 P.M.

Terri Cook

Belmont City Clerk

Meeting Tape Recorded and Videotaped  
Tape No. 606  
Minutes approved 3/22/2005